

## Briefing note

Consultative Committee with Parents

Item 5.3

6.30pm Thursday 26 February 2015

### Appointment of Parent Representative to Education, Children and Families Committee

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#### Summary

- 1.1 The Council on 24 October 2013, agreed that the parent representative on the Education, Children and Families Committee would hold office for a period of two and a half years..
- 1.2 The term of office for the current parent representative on the Education, Children and Families Committee is due to expire at the end of June 2015. A nomination/ election process for a new representative to take up the position commencing session 2015-2016 will be undertaken during spring 2015.
- 1.3 An outline timetable for the election of the parent representative has been agreed with the Convener of the Education, Children and Families Committee as follows:

March 2015	Committee Services write to all CCWP members asking them to nominate parents for the position of parent representative on the Council's Education, Children and Families Committee.  <b>Note: only members of the CCWP are eligible to be nominated as the parent representative on the EC&amp;F Committee.</b>
Mid-April 2015	Closing date for nominations.

Mid-April 2015	Nominees will be sent pro-forma biographical sheet for inclusion in the report to the CCWP on 14 May 2015 (optional).
Thursday 14 May 2015	CCWP will consider nominations received and recommend new parent representative.
Thursday 28 May 2015	CCWP recommendation will be reported to Council for ratification.
Tuesday 6 October 2015	New parent representative to attend first meeting of the EC&F Committee.

- 1.4 As indicated in the above timetable, eligible members will be asked to nominate parents for the position of parent representative on the Council's Education, Children and Families Committee during March/April 2015. Full details of the nomination/ appointment process will be provided at that stage.

## Recommendations

- 2.1 The CCWP is asked to note:
- 2.1.1 The timetable for the nomination/ election of the new parent representative on the Education, Children and Families Committee.
- 2.1.2 That members of the CCWP will be contacted shortly to nominate a new parent representative.